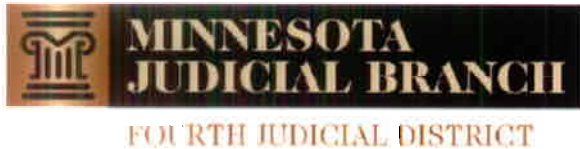




FOURTH JUDICIAL DISTRICT

**ANNUAL REPORT
OF THE
FOURTH JUDICIAL DISTRICT
FAMILY VIOLENCE COORDINATING COUNCIL
SERVING HENNEPIN COUNTY**

2008



Family Violence Coordinating Council
Fourth Judicial District
Hennepin County
Minnesota

November 12, 2009

Chief Judge James T. Swenson
Fourth Judicial District Court
300 South Sixth Street
Minneapolis, MN 55487

Dear Judge Swenson:

The members of the Hennepin County Family Violence Coordinating Council (“FVCC”) are pleased to present you with our 2008 Annual Report.

The FVCC began the year with co-chairs Judges Daniel Mabley and Marilyn Rosenbaum. In June 2008, Judges Susan Robiner and Ivy Bernhardson were appointed to replace Judges Mabley and Rosenbaum. Judge Bernhardson was subsequently replaced by Judge Lloyd Zimmerman in order to maintain a judicial representative from the Domestic Violence Court. The FVCC addressed a number of membership and committee matters, including updating the membership roster through new appointments and resignations and reviving certain committees. We thank those who are no longer on the Council but who provided valuable service during their appointments. And we heartily welcome our new members. The Council restored the Executive Committee, which is comprised of the Council co-chairs and the committee chairs and also restored the Outreach Committee under the effective leadership of Deirdre Keys.

Throughout the year, the FVCC welcomed many guests who presented information during the monthly meetings. Guest speakers included Judges Bruce Peterson and Tanja Manrique who spoke about domestic violence and family court; Deirdre Keys, a Council member, who spoke on stalking; Natalie Vestin who addressed the Council regarding the demographics of intimate partner homicide; Judge Regina Chu who discussed the gun surrender pilot project; and David Ellis, impact manager, who spoke to the Council about United Way’s overarching goals to reduce the impact of family violence on children.

The Executive Committee met regularly through the year, crafting agendas for the Council meetings, and identifying and scheduling speakers for the FVCC. For 2009, the Executive Committee has charged itself with the task of synthesizing the various goals and objectives contained in the subcommittee reports set forth below, and identifying overarching goals and objectives for the full Council. The Executive Committee will also review and analyze best practices reports and audits from other domestic violence focused agencies, including the 2008 Report of the Domestic Fatality Review Team, and the Battered Women's Justice Project Safety and Accountability Audit to determine whether and how the Council can assist in realizing the goals or best practices identified by those reports.

The Civil Committee of the Family Violence Coordinating Council met regularly in 2008. The committee continued the work of previous years in addressing issues that come up in OFP court and HRO court. The committee's aim was to work through the committee to become better educated on the issues pertaining to OFPs and HROs and to explore ways to resolve these issues. One of the major accomplishments of the committee was to sponsor training on immigration issues and domestic violence which took place in January 2008. More than 60 people attended, including court employees, judges, and law clerks.

The Criminal Committee was very active this year. It met monthly in 2008 with members from prosecutors' offices, advocacy agencies, probation, district court administration and community based organizations. The committee regularly discussed new initiatives and developments in criminal laws regarding domestic violence, including: information sharing in domestic violence cases, new legislative proposals, the effects of budget cuts throughout the system on domestic violence victims and offenders, the Minneapolis Domestic Assault Investigation Pilot Project, new laws and the decrease in probation referrals on domestic cases. The Gone on Arrivals (GOA) workgroup completed their survey of current practices of law enforcement agencies and city attorneys in Hennepin County regarding their processing of Gone on Arrivals (GOA) police reports in domestic violence cases and distributed a report detailing best practices document regarding the processing of these GOA cases. A *Domestic Bench Book* was drafted to collect relevant statutes and information regarding domestic violence laws. The committee also updated and distributed their *Quick Reference Guide for Domestic Violence Cases* in 2008. The guide was designed to be a resource for practitioners in the domestic violence field by compiling one document which would contain related statutory citations, phone numbers and information to assist practitioners in handling domestic violence matters.

The Advocates Committee of the Family Violence Coordinating Council met monthly most months of 2008. It discussed problems in the Order for Protection filing process due to the funding cuts affecting DASC, shared information about victims' experiences with law enforcement and prosecution, and determined interest in having various speakers meet with advocates during its scheduled committee meetings. Informal information sharing has been a primary component of these meetings in recent months.

The Child/ Juvenile Committee devoted the first half of the year to planning, organizing, producing and presenting “Angela’s Family: A Story on Intimate Partner Violence.” “Angela’s Story” is a multi-media presentation that uses a case study to guide users through a real-life situation of family violence. The story presents the issue of domestic violence from the perspective of many people, including the family members, community members and professionals whose lives are touched by the violence. “Angela’s Story” was first presented on January 31, 2008 to a full house in the Auditorium at the Hennepin County Government Center. A panel of professionals attended the presentation to provide responses from their perspectives.

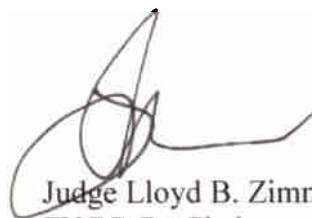
At the beginning of 2008, the Community Outreach Committee was inactive and had been for at least one year. In response to this, the full Council decided to restore the Outreach Committee but with a different structure and function than it had previously possessed. The Council developed a committee that actively connects with members of the Council, identifying gaps in the professional make-up of the Council membership and garners interest in the Council from prospective members. In September 2008, the Outreach Committee was reformed and the committee chair has been participating in Executive Committee meetings with a focus on updating the Council membership information and inviting new members to join the Council. Much of the committee’s work in 2008 was related to defining itself, assisting in identifying and recruiting members for the Council as well as the committee itself, and identifying goals for 2009.

The Council believes that its efforts reported here are significant. As co-chairs, we extend our appreciation to all of the Council and committee members for their dedicated efforts during 2008. As the FVCC continues its work in 2009, the Council members remain true to the FVCC mission of enhancing system accountability and fostering innovative approaches to prevent and address domestic violence as a public policy priority. Thank you for your continued support.

Sincerely,



Judge Susan M. Robiner
FVCC Co-Chair



Judge Lloyd B. Zimmerman
FVCC Co-Chair

cc: Assistant Chief Judge Denise D. Reilly
FVCC Members

INDEX

COMMITTEE REPORTS

Civil Committee.....	2
Criminal Committee.....	4
Advocates Committee.....	6
Child / Juvenile Committee.....	7
Community Outreach Committee.....	8

Appendix A

Family Violence Coordinating Council Bylaws

Appendix B

2008 Membership List

COMMITTEE REPORTS

2008 FVCC ANNUAL REPORT

Civil Committee

The Civil Committee of the Family Violence Coordinating Council met regularly in 2008. The regular meeting time was the third Thursday of each month at 12:30 p.m. and was changed in late 2008 to the fourth Thursday of the month at 12:30 p.m.

The committee continued the work of previous years in addressing issues that come up in OFP court and HRO court. The committee's aim was to work through the committee to become better educated on the issues pertaining to Orders for Protection (OFPs) and Harassment Restraining Orders (HROs) and to explore ways to resolve these issues.

One of the major accomplishments of the committee was training sponsored on January 17, 2008, on immigration issues and domestic violence. More than 60 people attended, including court employees, judges, and law clerks. The training was presented by Rachel Sibley, formerly of SMRLS and currently with Tubman, and Ana Lisa Pena, attorney from the Immigrant Law Center. Owing to the success of this training, the group wants to present another community training in the summer or fall of 2009.

Permanent Orders for Protection

At the first meeting of 2008, Judge Manrique presented on the logistics of Hennepin County instituting OFPs without a hearing, in accordance with 518B.01, subd. 7. Judge Manrique discussed the benefits of the change and the reasoning behind the change. One of the goals of the committee for 2008 was to monitor the Permanent OFP process. Each month, Katie Brey would provide statistics on how many OFPs were granted, dismissed, and served in the month prior, and how many petitioners utilized the permanent OFP process. The review of the statistics enabled the group to discern if there were any issues that needed to be brought to the Court's attention. It also provided insight into how the permanent process was benefitting the petitioners and their families.

On February 21, 2008, Judge Manrique and Judge Belois presented training on the Permanent OFP process. The training was specifically geared toward advocates but it was open to anyone interested in learning more about the process. The training was well attended and provided excellent information on how to utilize the permanent process. Along with the change to the permanent process, the Court reduced its OFP calendar from a daily calendar to a 3-day-a-week calendar: Tuesday, Wednesday, and Thursday. The permanent process was discussed at length with specific tips for drafting the affidavits. The permanent process requires that the respondent request a hearing within 5 days of being served and the hearing will be held within 14 days of the respondent's request.

The permanent process began in March 2008. Katie Brey reported the statistics for the first two weeks of March 2008. It was reported that 101 OFPs were filed, 50 of which were permanent, 42 were scheduled for a hearing, 18 were on behalf of a minor child, and 13 of the 50 permanent OFPs filed never came back indicating that they had not been served.

The issue of service in the permanent process was a challenge, as the burden was on the petitioner and/or the advocate to confirm service. If the petitioner does not have an address for the respondent, the Sheriff will not serve the OFP. There was discussion in the committee about

how best to resolve this issue. As the group continued to monitor the statistics each month, the number of OFPs that expired for lack of service was steadily declining. However the issue continues to be of concern to the committee, due to significant budget cuts, publication is not a viable option to address this issue so the advocates will continue to assist their clients with service issues.

As a result of implementing the ex parte permanent OFP process, the family court was able to reduce the number of OFP calendars from two per day, five days a week to two per day on Tuesdays, Wednesdays, and Thursdays.

Service of Respondent in Permanent OFP process

There was serious discussion on what happens when a respondent files the request for hearing more than five (5) days after the respondent has been served. The Court advised that a hearing would be set and the petitioner could argue the timeliness issue and it would be up to the respondent to argue excusable neglect and the Judicial Officer would have discretion to decide the issue. After further inquiry, it appears that a respondent should be referred to self-help if the respondent is out of time so that the respondent can file the appropriate motion. The burden is on the respondent to explain to the court why the respondent is late in filing for a request for hearing.

Defaults/Service by Alternative Means (SAMS) and Dismissals

There are complaints about long wait times for clients wanting to dismiss, default, or file for SAMS. There was a consensus from the bench to not rearrange the schedule at this time, but they will try to be conscious of this issue. The committee will continue to monitor this matter as well, to see if it has been resolved.

Harassment Restraining Order Court

The committee was advised of a concern that Harassment Restraining Orders were being issued entitled “continuance for dismissal.” The committee invited Referee Labine of HRO court and the community mediators to educate the committee on the practices of HRO court. The committee is working with the bench to address the language concerns that were raised and help the mediators find better language to use. Specifically, the term continuance for dismissal raises confusion for law enforcement because it is unclear whether an HRO which has been continued for dismissal is still a valid order and therefore law enforcement is not enforcing these orders.

This is a topic that the committee continued to address in 2009. It was reported by Judge Bernhardson at the most recent Civil Committee meeting in April 2009 that Referee Labine and Referee Gallant will not be using the language which caused concern and potential confusion in the HROs.

Budget Cuts

The committee received periodic updates as to the state of the court’s budget from Judge Manrique. There were cuts at DASC. Many of the advocacy agencies represented on the committee brainstormed to address the shortfall in services. DASC stopped taking appointments

in September and October 2008, but due to the amount of people not being served, they started taking appointments again in November 2008.

There was discussion about non domestic violence HROs being handled by the Self Help Center.

These discussions will continue into 2009.

Chairs: Rana Fuller, Esq., and Heidi Rivkin, Esq.

2008 FVCC ANNUAL REPORT

Criminal Committee

The Criminal Committee of the Family Violence Coordinating Council met monthly in 2008 and its members consisted of representatives from prosecutors' offices, advocacy agencies, probation, district court administration and community based organizations. A list of members who were active members of the Committee during 2008 is included at the end of the report. By bringing together this multi-disciplinary and multi-jurisdictional group of professionals, lively discussions were had and issues were reviewed from a variety of perspectives, giving rise to a more complete analysis of the impact of changes in the law and to the way that domestic violence criminal cases are handled in Hennepin County.

The Committee spent time at each meeting discussing current issues, new initiatives and developments in criminal laws regarding domestic violence. Issues discussed included: information sharing in domestic violence cases, new legislative proposals, the effects of budget cuts throughout the system on domestic violence victims and offenders, the Minneapolis Domestic Assault Investigation Pilot Project, new laws and the decrease in probation referrals on domestic cases. These discussions allowed for the sharing of information about these issues or new initiatives and provided a forum for discussion regarding their impacts on the work of all committee members.

The **Gone on Arrivals** (GOA) workgroup completed its survey of current practices of law enforcement agencies and city attorneys in Hennepin County regarding their processing of GOA police reports in domestic violence cases. It distributed a report detailing best practices document regarding the processing of these GOA cases. In 2009, the GOA workgroup will seek out opportunities to talk with groups of law enforcement officers, prosecutors and advocates about the best practices document. This workgroup is headed by Lea DeSouza.

A **Revocation Issues** workgroup was formed after committee members realized that over the year, the committee had spent time fairly frequently talking about issues related to the probation revocation process. The workgroup began its work by discussing the goals of the "revocation" process and then identifying issues related to those goals. The workgroup hopes to identify ways that the revocation process can be improved for each of the committee member's areas of practice and by identifying ways that the processing of revocation matters can be standardized across the different divisions of the court. This workgroup is headed by Nancy Halverson.

A **Domestic Bench Book** was drafted to collect relevant statutes and information regarding domestic violence laws. This bench book was modeled after the Domestic Violence Court Best Practices document, and it is hoped that this book will be shared with the bench.

The Committee updated and distributed their **Quick Reference Guide for Domestic Violence Cases** in 2008. The Quick Reference Guide was designed to be a resource for practitioners in the domestic violence field by compiling one document which would contain related statutory citations, phone numbers and information to assist them in their handling of domestic violence cases. The Quick Reference Guide was first distributed in May 2007 and will continue to be updated annually.

The Committee also continued its discussion of **Enhancement by Prior Conviction** during 2008. At nearly every meeting, the committee had some discussion about the processing of these enhanced cases. The Probable Cause Felony Enhancement List is still being maintained by Assistant Minneapolis City Attorney Michelle Jacobson. The list currently has over 2500 names on it and is distributed bi-weekly to over 60 persons throughout Hennepin County. Although not a direct product of the Criminal Committee's work, the List's use and distribution has been enhanced by members of the Committee.

The Committee also had a presentation by Jeff Field, Supervisory Deportation Officer, from Immigration and Customs Enforcement. During that presentation, Mr. Field provided information about how immigration laws & procedures interfaced with domestic violence cases.

The Committee also spent time at the end of the year discussing goals and plans for 2009. A copy of the Criminal Committee's Goals for 2009 is attached.

Submitted by the Criminal Committee of the Family Violence Coordinating Council

Michelle Jacobson, Chair, Minneapolis City Attorney's Office
Jennifer Inz, Vice-Chair, Eden Prairie City Attorney

Marna Anderson, WATCH
Rebecca Arendts, Hennepin County Community Corrections & Rehabilitation
Carol Arthur, Domestic Abuse Project
Janice Blackmon, Hennepin County Community Corrections & Rehabilitation
Vernona Boswell, Hennepin County Attorney's Office
Lea De Souza, Hennepin County Attorney's Office, Domestic Abuse Service Center
Mike Gephart, Hennepin County Community Corrections & Rehabilitation
Nancy Halverson, Hennepin County Community Corrections & Rehabilitation
Rachel Hawkins, Sojourner Project
Jay Hester, Hennepin County Community Corrections & Rehabilitation
Mary Hoogheem, Minneapolis City Attorney's Office
Kim Johnson, Hennepin County Community Corrections & Rehabilitation
Norah Knudsen, Cornerstone
Laura Landis, Home Free
Brenda Langfellow, District Court
Kristine Lizdas, Battered Women's Justice Project
Aaron Milgrom, Domestic Abuse Project

Rachel Ratner, Sojourner Project
Vicki Riven, District Court
John Staloch, Hennepin County Community Corrections & Rehabilitation
Betty Turner, Home Free
Scott Verdoorn, Hennepin County Community Corrections & Rehabilitation
Rita Weimar, District Court

2009 FVCC Goals

1. Through the Revocation Issues workgroup, improve the probation revocation process both internally within agencies and externally in the system as a whole. Make recommendations to the appropriate agencies about changes to improve the process.
2. Improve access for non-English speaking victims to domestic violence information, including information about release from custody through the victim notification phone call through the jail.
3. Increase committee's work on felony level domestic violence cases through increased coordination and outreach with the County Attorney's Office Adult Prosecution Division and through the felony level units within the Department of Community Corrections & Rehabilitation.
4. Increase communication both within agencies and with multiple jurisdictions about domestic violence offenders who re-offend while under probation supervision.
5. Use the GOA Best Practices document to train prosecutors and police about the investigation and charging of GOA cases.
6. Improve how criminal domestic violence cases are handled throughout Hennepin County and through the Department of Corrections.

2008 FVCC ANNUAL REPORT Advocates Committee

The Advocates Committee of the Family Violence Coordinating Council met monthly most months of 2008. It addressed problems in the Order for Protection filing process due to the funding cuts affecting DASC, shared information about victim's experiences with law enforcement and prosecution, and determined interest in having various speakers meet with advocates during our scheduled committee meetings. Informal information sharing has been a primary component of these meetings in recent months.

2009 FVCC Goals

In 2009 the advocates would like to continue hearing from system players in order to better understand current practices and practitioners. Interest has been expressed in having probation meet with advocates and also the county's victim/witness specialists. Advocates also will be having focused meetings on topics of concern to the role of advocates. For example, advocates

may discuss and evaluate best practices around advocate initiated responses, victim input regarding “no contact” orders and use of danger assessment tools.

A specific system problem expressed by advocates has been the lack of a victim copy of conditional release orders. As criminal “no contact” orders are now available through the database enabling better enforcement of these orders, advocates are very concerned that this issue be addressed as soon as possible. Respect for the victims these orders are meant to protect requires provision of victim copies.

2008 FVCC ANNUAL REPORT

Child / Juvenile Committee

The Child/Juvenile Committee meets on the third Tuesday of the month at 12:15 p.m. in the County Attorney’s Office. The committee membership roster is attached.

Its goals for 2008 were:

- To increase awareness as to how children are affected by domestic violence;
- To identify the unmet needs of children affected by domestic violence and realistic ways in which the court system can respond;
- To keep children’s domestic violence issues visible to the Council; and
- To facilitate information sharing between agencies which deal with family domestic violence issues.

The first half of the year was devoted to planning, organizing, producing and presenting “Angela’s Family: A Story on Intimate Partner Violence.” “Angela’s Story” is a multi-media presentation that uses a case study to guide users through a real-life situation of family violence. The story presents the issue of domestic violence from the perspective of many people, including the family members, community members and professionals whose lives are touched by the violence. The goal is to illustrate the wide-reaching effects of domestic violence, and to promote interdisciplinary thinking and approaches to the issues. “Angela’s Story” was first presented on January 31, 2008 to a full house in the Auditorium at the Hennepin County Government Center. A panel of professionals attended the presentation to provide responses from their perspectives. The discussion was moderated by Jeffrey Edelson of the Minnesota Center Against Violence and Abuse. “Angela’s Story” can be found on line at <http://www.globalvp.umn.edu/cgi-bin/index.pl>. The initial presentation was followed by a second meeting at the end of March, 2008, to obtain feedback from attendees, and have further discussion. The following agencies were represented in the production and presentation of “Angela’s Story:”

- Hennepin County Attorney’s Office
- Domestic Abuse Project
- Cornerstone
- Hennepin County Child Protection
- Family and Children’s Services
- Hennepin County Medical Center

- Minnesota Center Against Violence & Abuse
- Bloomington Public Schools
- Hennepin County Community Corrections
- Bloomington Police Department

2009 FVCC Goals

To research and review “best” or “promising” practices as they relate to the effects of domestic violence on children witnesses. The committee would like to highlight programs or practices that appear to work, with the goal of advocating to preserve resources for effective programs; To organize a community event to promote awareness of the effects of domestic violence on children;

To review the 2008 Domestic Violence Fatality Review Team report with an eye toward children and juvenile issues, to determine if the results might be the subject of follow up by the committee;

To increase either the membership in the committee, or the active participation by current members.

Respectfully submitted by,

Stephanie Morgan, Chair

On Behalf of the Hennepin County Family Violence Coordinating Council Child/Juvenile Committee

2008 FVCC ANNUAL REPORT Community Outreach Committee

At the beginning of 2008, the Community Outreach Committee was inactive and had been for at least one year. In response to this, the Council discussed the possibility of restoring the Community Outreach Committee and its potential structure and goals. Members of the Council expressed a desire to have the Community Outreach Committee restored but with a different structure and function than it had previously possessed. The Council developed a committee that actively connects with members of the Council, identifying gaps in the professional make-up of the Council membership and garners interest in the Council from prospective members. In September 2008, the Community Outreach Committee was reformed and the committee chair has been participating in Executive Committee meetings with a focus on updating the Council membership information and inviting new members to join the council. The Community Outreach Committee has developed the following Purpose and Goals Statement for the year 2009.

Purpose

Develop and implement plans for identifying and inviting new members to join the Council and, welcoming new and on-going committee members to the full Council and sub-committee meetings.

2009 FVCC Goals

- Members of the Community Outreach Committee will work with FVCC administrative staff to maintain updated lists of members and committee chairs.
- The Community Outreach Committee chair will develop a plan, in conjunction with the Executive Committee, to improve attendance at full Council meetings and enhance the professional make-up of the Council.
 - Community Outreach Committee members will ask current members to identify prospective members to fill identified professional gaps on the Council.
- The Community Outreach Committee chair is responsible for meeting with Council committee chairs and chief judge regarding appointment and certificates during Executive Committee meetings.
- The Community Outreach Committee members will create informational brochure or flyer explaining the Council's structure, process, purpose and goals for prospective members.
- The Community Outreach Committee members will explore the possibility of creating a Web site or links to information on a current Web site with information on the Council's structure, process, purpose and goals.
 - The Web site will also contain the Council's Annual Reports.

APPENDIX A

FAMILY VIOLENCE COORDINATING COUNCIL BYLAWS

FAMILY VIOLENCE COORDINATING COUNCIL BYLAWS

Adopted May 2003

PURPOSE OF THE FAMILY VIOLENCE COORDINATING COUNCIL

The Fourth Judicial District has established the Family Violence Coordinating Council for the purpose of dealing with family violence issues. The Council will promote interdisciplinary programs and initiatives to coordinate public and private legal and social services and law enforcement, prosecutorial, and judicial activities. The general purpose of the Council shall be:

- To coordinate between agencies, departments and the courts on the issues of domestic violence and abuse;
- To promote effective prevention, intervention and treatment techniques; and
- To improve the response to domestic violence and abuse so as to reduce incidents of domestic violence and promote victim safety.

EXECUTIVE COMMITTEE

Overall, the Executive Committee shall take a directive role, providing leadership for the FVCC, handle emergency issues, and coordinate efforts.

- *Membership:* The committee will be made up of the FVCC co-chairs, the chairs of the committees, and two at-large members voted on by the FVCC.
- The committee chairs will attend all Executive Committee meetings and provide reports on their committees' activities. In the event of an absence, information and proxy votes, if applicable, will be communicated to the FVCC co-chairs. No designee will be sent to the Executive Committee meeting.
- The committee will meet the first week of month (the week before the FVCC meeting) at a standard time and location.
- The committee sets the agenda for the upcoming FVCC meeting and identifies what issues require a vote of FVCC members.
- The committee identifies and coordinates presentations to the FVCC.
- The committee shall address issues of membership attendance and filling vacancies.
- Members shall take minutes of meetings on a rotating basis.

STANDING COMMITTEES

There will be five standing committees of the Family Violence Coordinating Council:

- (1) Civil Committee
- (2) Criminal Committee
- (3) Advocates Committee
- (4) Child/Juvenile Committee
- (5) Community Outreach

Committee structure:

- Each committee will have a chair and vice-chair.
- Each committee will establish goals for the coming year.
- Each committee will submit a written year-end report to the Executive Committee committee activities.
- Each committee can establish temporary workgroups to work on specific, short-term issues.
- Additional standing committees may be established by a vote of the FVCC.

Committee meetings:

- Committees will have standing meeting times and locations.
- Committees will meet at least 6 times per year.
- Minutes must be taken and distributed to committee members and members of Executive Committee.
- Committee members (listed on committee roster) can vote on issues.

Committees chairs:

- Chairs serve for term of one year and can be reappointed.
- Chairs are appointed by the FVCC co-chairs.
- Chairs must be voting members of the FVCC.
- Chairs sit on the Executive Committee.
- Chairs run meetings and set procedure for meetings.
- Chairs maintain their committee rosters—identifying “members” as opposed to guests.
- Chairs reports on committee activity at each FVCC meeting, or asks designee to make report.
- New chairs should be identified by December and begin their term in January.

Committee vice-chair:

- Takes minutes.
- Appointed by chair of committee.
- Runs committee meeting in absence of committee chair.
- Does not attend Executive Committee meetings.

FVCC MEETINGS

- Meeting run by the FVCC co-chairs.
- Only FVCC members can vote.
- Name cards provided for all FVCC members.
- Attendance taken at each meeting.
- The FVCC meets the second Thursday of the month, 12:15—1:30 pm.
- The FVCC meetings are open. Anyone who is not a member is a guest. Guests are welcome to participate in the meetings, but only members can vote.

FVCC MEETING AGENDA

- To get on agenda, notify the FVCC chair or other member of Executive Committee.
- Meeting has regular agenda items:
 - (1) Presentations
 - (2) Committee reports
 - (3) Business requiring votes
 - (4) Issues and other business not requiring votes
 - (5) Announcements and new issues

FVCC MEMBERS

- The Chief Judge appoints all members.
- Members are expected to attend all FVCC meetings.
- Members must sit on at least one committee of the council.
- The FVCC will be made up from 35 representatives from governmental and nongovernmental organizations. *(See attached grid for breakdown.)*
- New members should be provided an orientation and given the FVCC bylaws and roster.

ANNUAL WORKPLAN

- Each committee makes at least one goal for the year.
- The Executive Committee shall review the goals of each committee, as well as identify overall goals for the FVCC and come up with an annual work plan by the October FVCC meeting to be presented to the entire FVCC at the November meeting. The annual workplan shall be voted upon at the December meeting.

YEAR-END REPORT

- The Executive Committee will prepare a year-end summary of FVCC activities for distribution to the FVCC and the community at large.
- The annual report shall be prepared in December and January, and delivered to the FVCC at the February meeting.

FVCC YEAR

- The FVCC operates on a calendar year schedule—January to December. FVCC co-chairs and committee chairs begin their annual appointments starting in January.

OTHER RECOMMENDATIONS REGARDING STAFFING

- If a new FVCC Executive Director position is established, it is recommended that the ED have the following duties:
 - (1) Organize and maintain FVCC records.
 - (2) Maintain up-to-date FVCC membership roster.
 - (3) Take minutes of FVCC meetings and committee meetings.
 - (4) Provide orientation to new members.

APPENDIX B
MEMBERSHIP LIST

**FAMILY VIOLENCE COORDINATING COUNCIL
2008 MEMBERSHIP LIST**

- 1. Judge Daniel Mabley (Co-chair, January-May 2008)**
Fourth Judicial District, Family Court
- 2. Judge Marilyn Rosenbaum (Co-chair, January-May 2008)**
Fourth Judicial District, Domestic Violence Court
- 3. Judge Susan Robiner (Co-chair, June-December 2008)**
Fourth Judicial District, Family Court
- 4. Judge Ivy Bernhardson (Co-chair, June-December 2008)**
Fourth Judicial District, Domestic Violence Court
- 5. Judge Lloyd Zimmerman (Co-chair, appointed October '08, effective January '09)**
Fourth Judicial District, Domestic Violence Court
- 6. Lieutenant Cliff Ahlgren**
Hennepin County Sheriff's Office
- 7. Vicki Albu**
Fourth Judicial District, Juvenile Court Senior Manager
- 8. Marna Anderson**
WATCH
- 9. Carol Arthur**
Domestic Abuse Project, Executive Director
- 10. Professor Beverly Balos**
University of Minnesota
- 11. Gunnar Bankovics**
Family Court Services
- 12. Sharon Brice**
Domestic Abuse Project
- 13. Rosario de la Torre**
Casa de Esperanza
- 14. Lea De Souza**
Assistant Hennepin County Attorney, Domestic Abuse Service Center

- 15. Dr. Deborah A. Eckberg**
Fourth Judicial District, Research
- 16. Julie Ellefson**
CornerHouse, Program Director
- 17. Sue Fite**
Legal Services Specialist Supervisor, Domestic Abuse Service Center
- 18. Vanessa Foster**
Tubman Family Alliance
- 19. Mike Gephart**
Adult Probation, Investigations
- 20. Sarah Greenman**
Home Free
- 21. Lois Gunderson**
The Initiative for Violence Free Families
- 22. Faduma Hussein**
Legal Aid
- 23. Jennifer Inz**
Suburban Prosecutor
- 24. Michelle Jacobson**
Minneapolis City Attorney's Office
- 25. Fred Karasov**
Office of the Hennepin County Attorney, Adult
- 26. Deirdre Keys**
Cornerstone
- 27. Laurie Kusek**
Office of the Guardian ad Litem
- 28. Professor Nekima Levy-Ponds**
University of St. Thomas
- 29. Kristine Lizdas**
BWJP

- 30. Brenda Magoba**
Tubman Family Alliance
- 31. Judy Mathison**
Fourth Judicial District, DASC
- 32. Aaron Milgrom**
Domestic Abuse Project
- 33. Judy Miller-Thomas**
Phyllis Wheatley Community Center, Domestic Abuse Manager, DASC Legal Advocate
- 34. Stephanie Morgan**
Office of the Hennepin County Attorney, Juvenile
- 35. Dan O'Brien**
Public Defender's Office
- 36. Kristen Olson**
Legal Aid
- 37. Rachel Ratner**
Sojourner Project
- 38. Tim Reardon**
Domestic Fatality Review Team, Executive Director
- 39. Vicki Riven**
Fourth Judicial District, Criminal Court Operations Manager
- 40. Heidi Rivkin**
Chrysalis Center for Women
- 41. Commander Jim Ryan**
Suburban Chiefs of Police Association, City of Bloomington
- 42. Anthony Scott**
DCFAS
- 43. Sergeant Pete Sichko**
Hennepin County Sheriff's Office
- 44. Lisa Smith**
Federal Bureau of Investigation, Domestic Violence Unit

- 45. John Staloch**
Adult Probation, Supervision
- 46. Sheriff Rich Stanek**
Hennepin County Sheriff's Office
- 47. Ashley Taranto**
OutFront Minnesota
- 48. Lolita Ulloa**
Assistant Hennepin County Attorney, Domestic Abuse Service Center
- 49. Linda Wold**
Minnesota State Bar Association, Family Law Section
- 50. Hon. Tsippi Wray**
Fourth Judicial District, Referee